

Flags Flown Over The Capitol

As a courtesy to our constituents, we are able to request for flags to be flown over the Capitol. Please find information regarding flag sizing and pricing below. To order a flag, simply fill out the [request form](#) and mail a check payable to: **Peter DeFazio, Account # OR-0430** to:

Peter DeFazio
2134 Rayburn HOB
Washington, DC. 20515.

If you have any further questions or concerns, please contact my Washington D.C. office at (202) 225-6416. We are open Monday through Friday, 6 a.m. to 3 p.m. Pacific Time.

Tours

Are you planning a trip to Washington D.C.? My office would be more than happy to help you plan your trip to our nation's Capital. Please find information below regarding various tours that are available throughout the city, as well as contact information for each. If you would like help setting up any of these tours, or if you have additional questions, please do not hesitate to contact us. Our phone number is (202)225-6416. We are open Monday through Friday, 6 a.m. to 3 p.m. Pacific Time.

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Capitol Hill Tours:

Capitol Hill tours for the public are available Monday through Saturday 9-4. All guests must still check in at the S.W. corner of the Capitol Grounds by 1st and Independence streets and you must have gallery passes from your Representative and Senator to view the galleries. The Capitol is strict on items it will allow through security. The following items are not permitted:

- Large backpacks
- Liquids of any kind (includes open and unopened water bottles, lotions, hair spray, *eye drops, etc.)
- Knives, weapons (includes Swiss Army knives, Leatherman tools, nail clippers, etc.)

*All prescription drugs and prescription eye drops are fine to take with you.

You can also arrange a staff-led tour of the Capitol building. This tour leaves here from Congressman DeFazio's office, 2134 Rayburn House Office Building. Due to a lack of parking, we encourage you to use the metro to the Capitol South Metro Stop on the Orange and Blue line. From there, walk out straight to corner, which will be 1st and C St., S.E. Make a left on C St. and Rayburn will be your third building on the right. Take a right on South Capitol Street and the public entrance will be half way up on the left. The Capitol Police Officers are always very helpful should you get lost. ***Capitol South Metro***

White House Tours:

The White House is once again offering public tours for groups for 10 or more people. The availability of these tours depends upon other office requests and when they are sent in. These tours may not be possible to arrange if you are not in a group of that size. The tours must be requested via a fax request form from your Representative or Senator's office. They ask for 6 weeks notice if possible. You may be able to get one sooner, but chances are very slim. You may book a tour up to six months in advance. For any further questions their number is (202) 456-2322. ***Federal Triangle Metro***The

Supreme Court:

The building is open from 9 a.m. to 4:30 p.m., Monday through Friday, except for federal holidays. Public lectures are available in the Courtroom every hour on the half-hour from 9:30 a.m. to 3:30 p.m. on days that the Court is not sitting. Courtroom seating is limited and available on a first-come, first-seated basis. Tours are also available scheduled through your Congressman's office. Please call for more details. ***Capitol South Metro, Union Station Metro***

Bureau of Engraving:

Congressional/VIP Tours-The Congressional tour is a 40-minute tour that is designed for the family members and constituents of Congressional Representatives and Senators. Congressional tours are conducted Monday - Friday, at 8:15 a.m. and 8:45 a.m. and are closed on weekends and Federal holidays. During the months May through August, a 4:00 p.m. Congressional tour is offered as well. All Congressional tours must go through Congressional Representatives and Senators offices and must be submitted on our Congressional Tour Reservation Form. The tour will meet at the BEP building, which is located on 14th and C Street, SW.

Smithsonian Metro

General Tours-Peak Season (Tickets are required March-September)

Tickets are required for all tours beginning March 3, 2003, on a first-come, first-served basis. The ticket booth is located on Raoul Wallenberg Place (formerly 15th Street). We offer same day tickets only. The Ticket Booth opens at 8:00 a.m. and lines form early and tickets go quickly. Most mornings, daytime tickets are gone by 8:30 - 9:00 a.m.

General Tours-Non-Peak Season (No tickets required October-February)

You may line up at the Visitors' Entrance on 14th Street. (Bus drop off for groups is still on 15th Street during this time). Please allow 45 - 50 minutes from the time you enter the building to the end of your tour. Individuals that would like to visit the Visitors' Center ONLY must enter on the 14th Street side of the building at the visitor's entrance. The Visitor's Center will open from 8:30 a.m. to 3:00 p.m. The Visitors' Center contains exhibits and shops where items such as uncut currency, shredded currency, collectors' editions, and novelty items can be purchased.

2003 summer Hours (May 5 - August 29, 2003)

*Evening tours will be offered from May 5 to August 29, 2003. These 40-minute tours will be conducted every 15 minutes between 4:00 p.m. and 6:45 p.m., Monday through Friday, excluding weekends and federal holidays. Public Tours: 9:00 a.m. - 2:00 p.m. and 5:00 p.m. - 6:45 p.m. Visitors' Center: 8:30 a.m. - 7:30 p.m. (You must be in the building by 6:50 p.m.)

"Ticket line usually forms at 7am and info can be found at <http://www.moneyfactory.com> / "

Pentagon:

At the time the tour is only open to School Groups, Military Groups and the Friends and Family of Pentagon Personnel. There contact number for the registration form is

(703) 697-1776. Congressional offices do not set up Pentagon tours; instead you must contact their visitor office ((703)-697-1776). (At the end of this document is a copy the actual Pentagon request.)

Library of Congress:

Tours can be arranged through your Representative and Senator's offices. These tours are available at 8:30 a.m. and 2:00 p.m. The tour will meet at the Thomas Jefferson Building, Visitor's Center. The entrance is on 1st St. facing the Capitol. **Capitol South Metro**

Docent Led tours are offered at 10:30, 11:30, 1:30, 2:30, 3:30 Monday - Friday and 10:30,

11:30, 1:30, 2:30 on Saturday. Tours are limited to 50 people and the contact number for them is (202) 707-9779/0919.

Kennedy Center

Friends of the Kennedy Center tours are offered 9:30 a.m. and 4:30 p.m. Monday - Friday. These tours are given to constituents and tickets may be requested up to two months in advance. Tickets may also be obtained via the Roll Call office on the Hill. You will meet the tour at the Kennedy Center located at New Hampshire Ave. & Virginia Ave., N.W. **Foggy Bottom Metro**

National Parks Tour

Tours are available at 8:30 a.m. Monday - Friday. This tour lasts until 3:30 p.m. The tour consists of:

- Washington Monument
- Jefferson Memorial
- Ford's Theater
- FDR Memorial
- Veteran's Memorial
- Korean War Memorial
- Arlington Cemetery

The tour will leave from the Department of the Interior, 1849 C St., N.W. You should arrive at 8:30 a.m. and report to the Guards Desk at the C Street Entrance - the tour will begin

approximately at 9:00 a.m. A tour guide will select the place for lunch. The tour will last until approximately 3:30p.m. Dress is casual, and backpacks and cameras are welcome. ***Farragut West Metro***

National Cathedral

Congressional tours are available Monday and Wednesday at 9:00 a.m. (a suggested donation of \$3 adult, \$1 child). You will meet for your tour at the National Cathedral. Parking is available, but limited. They recommend taking the Metro to the Tenleytown-AU, and then take any 30-series bus south on Wisconsin Ave. ***Tenleytown-AU Metro***

Public tours are at 10 a.m. - 11:30 a.m., and 12:45 p.m. - 3:15 p.m. Monday - Friday.

Department of State

Congressional tours are available 9:30 a.m., 10:30 a.m., and 2:45 p.m. (approximately 45 min.) Monday - Friday. Please allow a few weeks notice to get a tour. You will need to have the Social Security number, date of birth and full name for each person on the tour.

The tour will meet at the Dept. of State building at the 23rd Street entrance a half hour before the tour is to begin. ***Foggy Bottom Metro***

Mt. Vernon

Congressional tours are available April - October and there is a fee required for this tour. The tour will depart from the main entrance of Mt. Vernon at 8:45 a.m. Please arrive early, as admission tickets must be purchased before the tour begins. For additional information, please visit their website at <http://www.mountvernon.org/>

U.S. Marine Corps Band

The U.S. Marine Corps Marching Band holds its annual summer concert series through the months of June, July and August. These concerts take place every Wednesday at 8 p.m. at the U.S. Capitol Building (except July 2, 2003) and every Sunday at 8 p.m. at the

Sylvan Theater, which is on the grounds of the Washington Monument.

The National Archives

The Archives are back open after a long period of construction. The tours are available at 8:15 a.m. and 1:15 p.m. Monday - Friday. The full tour will allow you to view both the U.S. Constitution and Declaration of Independence. Meet your tour group at 7th and Pennsylvania

Ave. 15 minutes early. ***Archives Metro***

Kennedy Space Center

The number to call is (321) 452-2121 for general information and for ticket sales you can contact (321) 449-4444. Or you may visit the webpage at <http://www.ksc.nasa.gov/>

Marine Corps Parade

The Evening Parade is held every Friday evening from May through August. The ceremony starts at 8:45 p.m., beginning with a concert by the United States Marine Band. The Evening Parade, held every Friday evening during the summer, has become a universal symbol of the professionalism, discipline, and Esprit de Corps of the United States Marines. The story of the ceremony reflects the story of Marines throughout the world. Whether they are aboard ships, in foreign embassies, at recruit depots, in divisions, or in the many positions and places where Marines project their image, the individual Marine continually tells the story of the Corps. The Barracks is located on 8th and I street.

Other Useful Information

The District of Columbia Visitor Information Center can be contacted at 1-866-324-7386 or (202) 328-4748 and their web address is <http://www.dcvisit.com/>. They are located in the Ronald Reagan Building at 1300 Pennsylvania Avenue, NW on the ground level. They are open Monday - Friday 8:30 a.m. - 5:30 p.m. and Saturday 9:00 a.m. - 4:00 p.m.

**OFFICE OF THE ASSISTANT SECRETARY OF DEFENSE
1400 DEFENSE PENTAGON
WASHINGTON, DC 20301-1400**

PENTAGON TOURS

GROUP TOUR REQUEST GUIDELINES

1. Tours for select groups will be offered Monday through Friday, 0900-1500, excluding federal holidays.
 2. Pentagon Tour Guides will meet scheduled tours at the DPS-designated drop off area in order to review security guidelines with participants, check roster, and ensure compliance.
 1. Groups should arrive 15 minutes prior to scheduled tour time.
 2. Tours 20 minutes late will be cancelled.
 3. All group members age 15 and over must have two forms of identification (at least one with photo).
 4. Tour groups will not exceed 15 people; larger groups will be split into groups of 15 upon arrival.
 5. Tour office will accept and process only those tour requests from educational institutions (middle school/high school/college) or military organizations.
 6. All requests **must** be submitted on office letterhead to the E-mail address (tourschd.pa@osd.mil)
This email address is being protected from spam bots, you need Javascript enabled to view it). All requests must be submitted at least two weeks prior to tour date.
1. Requests **must** include the following information:

- i. Name of school/institution
- ii. Address
- iii. Point of Contact/Phone and Fax number
- iv. Tour date(s) and time requested
- v. Number of students/adults on tour
- vi. Special needs (wheelchairs, etc.)

1. Upon approval of request, tour office will confirm with point of contact, review security procedures, and request a roster of visitors. Tours are scheduled on a first come, first served basis.

1. Roster must be received no later than 3 days prior to tour date and must include names, birth dates, places of birth (city/state), and social security numbers. Failure to deliver required information 3 days prior to the tour will cause the request to be terminated.

2. Written confirmation of tour reservation and a copy of security guidelines will be provided to the requestor upon approval. This confirmation letter must be provided to the tour guide upon arrival.

Please note: Pick-Up and Drop-Off will be at the Metro Entrance Facility unless otherwise stated.